

**COBBES MEADOW GROUP RIDING FOR THE DISABLED ASSOCIATION**

**CHARITY NUMBER 1074165**

**ANNUAL REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

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**Legal and Administrative Information**

Trustees	Mr David Hall (Chair) Mrs Christine Sladden (Secretary) Lt. Col. (Retd.) Colin Caverhill (Treasurer) Mr Richard Stilwell Mr Philip Harland Mrs Catherine McCully Mrs Suzi Ross Browne Mr Barnaby Swire Mrs Sally Murch Mrs Maria Conneely Mrs Gerrie Serpell (from January 2021)
Registered charity number	1074165
Principal address	Candler's Way St Augustine's Chartham Canterbury Kent CT4 7TU
Governing document	Constitution
Independent examiner	Chris Lockhart FCA CLLA Chartered Accountant Suite 2015 Letraset Building Wotton Road Ashford Kent TN23 6LN
Bankers	National Westminster Bank plc 20 High Street Ashford Kent TN24 8SH

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**Trustees' Annual Report**

**Aim and organisation**

1. The Cobbes Meadow Group was started in 1972 and at that time was a Group within the single national Riding for the Disabled Association (RDA) charity. In 1999 the national RDA charity was broken up and the Groups within it, including Cobbes Meadow Group, became individual charities in their own right. The Group is governed by a constitution agreed at that time between RDA National and the Charity Commission on behalf of Groups across England and Wales.
2. The aim of Cobbes Meadow Group is to provide disabled people with the opportunity to ride and/or carriage drive to benefit their health and well-being.
3. The charity is managed by the Committee of Trustees which has control of the Group's property and funds. The Group's constitution requires a committee of at least 3 and no more than 11 trustees. No trustee may be a paid employee of the Group, but must be a member of the Group. In the year ended 31 March 2021 the Group started the year with 10 trustees after the resignation of a trustee in October 2019 due to moving away from the area. During the year, a process was started to recruit a replacement who could take over the role of Treasurer in the Group. After references were obtained, Mrs G Serpell was appointed by the Committee as Treasurer designate in January 2021. Election of trustees occurs at the Annual General Meeting (AGM) usually in June each year to which nominations may be made by any member or the Committee. One third of the Committee must retire at each AGM with the longest in office retiring first. Retiring trustees are eligible for re-election. If a vacancy occurs, the Committee may appoint a replacement until the next AGM.
4. Day to day running of the Group is the responsibility of a Management Subcommittee which reports to the Trustees. The Treasurer and Secretary of the Committee of Trustees sit on this subcommittee which then appoints its own Chairman. The charity employs no paid staff.

**Review of progress and achievements**

5. The work of the Group focuses entirely on providing opportunities for disabled adults and children to ride and carriage drive. In "normal" non coronavirus years the structure is to hold daily sessions during term time at the Group's riding school at Chartham, near Canterbury. Each day of the week is structured for a different group of participants. For example, children ride on Mondays and Wednesdays and adult riders on Tuesdays and Thursdays with carriage driving being held on Fridays, all in usual school term times. In addition, a Saturday morning session for riders would also be provided on the first Saturday of the month. This gives riders an opportunity to take part if they are unable to attend during the week and some also like to have an additional ride.
6. The riding centre was closed on 20 March 2020 due to the coronavirus pandemic, just before the start of this financial year. The trustees anticipated a loss of income of £1,100 per month as a result of the cessation of activities. The first "lockdown" requiring everyone to stay at home was lifted in July 2020. Preparations for the restarting of activities were being planned ahead of this and invitations for a Pony Fun Day on 22<sup>nd</sup> July 2020 were sent out to participants who could support themselves without assistance and who were able to understand the need for "social distancing". A non-riding morning was held at the Centre which included grooming a pony, tack cleaning, an obstacle course and a photographic scavenger hunt. 8 children took part, in 45 minute sessions with 2 children at a time doing different activities. It was a delight to see the smiles and hear the chatter of those taking part. A great deal of preparatory work was put in to ensure the safety of participants and helpers with an earlier gathering at the centre to carry out a thorough clean and sanitisation of the premises and a briefing for all helpers. RDA UK (our national body) had set out a number of requirements which had to be signed off by the trustees and provided to RDA UK before commencement including an assessment of the ponies, the provision of a risk assessment for the activities

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being planned, signage about sanitisation and social distancing and access arrangements. 4 coaches and 18 helpers were in attendance for the Fun Day.

7. Further non-riding sessions were held on 16 September, and the 3<sup>rd</sup> and 24<sup>th</sup> October 2020. Overall, activities were provided to 20 participants with assistance from 36 volunteers and coaches. A planned first riding session on 28<sup>th</sup> November 2020 had to be cancelled when coronavirus restrictions were re-imposed in early November 2020.

8. It was not until 8<sup>th</sup> April 2021 (after the end of this financial year) that the Centre was able to re-open but we did then provide our first riding session in over a year.

9. We achieved only 4 sessions and provided non-riding activities to 20 participants in the whole year. This can be compared to the year ended 2020 when 185 days of activity were provided for 255 of our disabled users, which shows the significant impact of the pandemic on our ability to provide riding and driving. Our charitable objective is to provide this for the benefit of the health and well-being of our participants and users. This has also had a major impact on the income we received by way of donations from riders and drivers. This is expanded upon below.

10. The Trustees recognise, and are grateful for, the fund-raising efforts and donations made by the many individuals who support the Group as well as several businesses and charitable foundations without whom this year would have been very difficult.

11. The Group's long-standing association with the White Stuff Foundation came to an end in August 2020 when the Foundation made the decision to focus its support on a single charity rather than its clothing shops choosing local charities. We received a generous final donation amounting to £1098.21. Sincere thanks are extended to all staff involved at White Stuff for their fund-raising efforts over the years. We were also beneficiaries of the sum of £2,000 from the Pamela Champion Trust and of £1,000 from the Sir John Swire Trust. Individuals have also made donations with just under £1,000 raised by Hannah on a sponsored cycle ride in memory of her mother, and a very generous donation of £5,000 from a long-standing volunteer. On the fund raising front, a parent of one of our young riders organised the printing and sale of 125 calendars featuring photographs of our ponies, riders and drivers which raised close to £1,300. The Trustees are most grateful to everyone for their donations and support of Cobbes Meadow without which our expenditure would have far exceeded our income.

#### **Review of financial activities**

12. When the riding centre had to close in March 2020, the Trustees' concern was that income from activities would be reduced by about £1,100 per month and that expenses would remain similar to the previous year leading to a deficit for the year of some £28,000 and eating into financial reserves. However, the accounts for this financial year show an excess of income over expenditure of £2,804, compared to a deficit of £1,227 for the year end 2019. As indicated, this surplus has arisen due to the generosity of our donors providing in excess of £10,000 in this difficult year. In addition we had reduced running costs for transport of horses to the centre as it had been closed and less repairs and maintenance to the premises were carried out, although in July 2020 the work to resurface the indoor arena was carried out having been ordered earlier in the year. Repairs to the post and rail fencing to the outdoor arena were also carried out before the restart of activities in April 2021. In June 2020 we received a grant of £10,000 from Canterbury City Council under the Small Business Grant Fund set up as a result of the coronavirus pandemic. Consequently the donations and the grant received have enabled the charity to remain on a firm and secure footing.

13. The policy of the Trustees is to have a financial reserve equal to one year's normal operating costs of £30,000. Funds brought forward from year end 2020 amounted to £39,957, including funds of £960 allocated to the Sensory Ride project which were not spent in this financial year due to the lack of

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activities.

14. The major items of expenditure for the operation of the charity are veterinary and pony care and livery costs which this year together amounted to £15,266, reduced from £22,272 on the previous year, due to one pony on loan being returned to its owner and another where the owner agreed to pay half the livery costs. The maintenance and running costs of the 2 horse boxes was reduced due to them not being used on a regular basis and savings were also negotiated on insurance premiums for the vehicles, for the premises and contents and for horse insurance. If the cost of the purchase of a horse and equipment (together £5870) are excluded from last year's figures, the reduction in expenditure for this year was approximately £15,275. As a result of these measures and the grant and donations received, the funds carried forward to the next financial year of £42,761 are far more positive than could have been expected in the first few months of the financial year. However, the position remains under constant review by the Trustees as activity levels, and hence income, are still not what they were in the previous year ended March 2020. Despite this, it is the opinion of the Trustees that the charity is considered to be a going concern for the next 12 months.

15. The Centre re-opened again on 8<sup>th</sup> April 2021 with riding taking place on Mondays, Wednesdays and Thursdays and carriage driving on Fridays but with significantly reduced numbers participating, as the two schools for whom we provided riding have a limited number of pupils who are able to ride independently. However, it is hoped that a few sessions will take place in June and July with a return to higher numbers of riders at the start of the new school year in September 2021. Looking further forward, plans are being made to request a visit from the Princess Royal (the Patron of Riding for the Disabled Association) in 2022 to celebrate our 50 years of existence.

16. The Independent examiner's report (attached) has been seen and noted by the Committee of Trustees.

17. The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable the charity to lessen or mitigate these risks. Furthermore, the Trustees consider that the Group's objectives and activities comply with the Charity Commission guidance on Public Benefit.

18. The Trustees consider that the charity is in a sound financial position notwithstanding the impact of closure due to the coronavirus pandemic during most of the year under review. The prospects appear to be better at the date of this report in June 2021, although the Government has just postponed the easing of regulations on social distancing, the number of persons gathering together and the wearing of masks from 21<sup>st</sup> June until 19<sup>th</sup> July.

Signed on behalf of the Committee of Trustees

David Hall

Date: 22<sup>nd</sup> June 2021

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**Independent examiner's report**

I report to the trustees on my examination of the accounts of the Cobbes Meadow Group Riding for the Disabled Association ("the Trust") for the year ended 31 March 2021.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Chris Lockhart FCA**  
**CLLA Chartered Accountant**  
**Suite 2015 Letraset Building**  
**Wotton Road**  
**Ashford**  
**Kent**  
**TN23 6LN**

Date: 22<sup>nd</sup> June 2021

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	<b>Unrestricted Funds</b>	<b>Restricted Fund Sensory Ride</b>	<b>Total 2021</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income</b>				
Grants and donations	24331	-	24331	23830
<b>Receipts from activities – note 3</b>	3295	-	3295	13126
<b>Fundraising activities</b>				
Other	1572	-	1572	7945
<b>Investment income</b>				
Bank interest	42	-	42	152
<b>Other income</b>				
Sale of assets	-	-	-	300
Insurance Claim	-	-	-	1000
<b>Total income</b>	<b>29240</b>	<b>-</b>	<b>29240</b>	<b>46353</b>
<b>Expenditure</b>				
<b>Direct charitable expenditure</b>				
Veterinary and pony care	15266	-	15266	22272
Tack and clothing	-	-	-	1145
Equipment, including repairs	880	-	880	1395
Transport	2682	-	2682	4561
Insurance (horse)	911	-	911	1424
Purchase costs of clothing	-	-	-	139
Costs of public website	223	-	223	223
Costs of outings, events & other activities	-	-	-	52
<b>Fundraising costs</b>				
Other	344	-	344	1268
<b>Management and administration – note 4</b>	6130	-	6130	9231
<b>Purchase of horse</b>	-	-	-	1570
<b>Purchase of equipment</b>	-	-	-	4300
<b>Total expenditure</b>	<b>26436</b>	<b>-</b>	<b>26436</b>	<b>47580</b>
<b>Excess of income over expenditure</b>	<b>2804</b>	<b>-</b>	<b>2804</b>	<b>(1227)</b>
Cash funds brought forward	38997	960	39957	41184
<b>Cash funds carried forward</b>	<b><u>£41801</u></b>	<b><u>£960</u></b>	<b><u>£42761</u></b>	<b><u>£39957</u></b>

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**Statement of assets and liabilities and other notes**

**Note 1      Monetary assets - cash and bank accounts**

	Unrestricted	Restricted	Total
Natwest Current account	11167	960	12127
Yorkshire Building Society	<u>30634</u>	<u>-</u>	<u>30634</u>
	<u>£41801</u>	<u>£960</u>	<u>£42761</u>

**Other monetary assets**

Inland Revenue (gift aid tax refund)	£1355
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**Liabilities**

March invoices and expenditure claims paid in April	£712
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**Note 2      Non-monetary assets - held for charity's own use**

<i>All stated at original cost value</i>	<b>£</b>
Land at the Former St Augustine's Hospital, Chartham	19974
Riding school, Linnet Room and viewing gallery extension	125370
Sand school	28202
Equi-Trek Super-Sonic horsebox 2010 (insured £20000)	24186
Renault Master Horsebox 2015 (Insured £30000)	30420
Hoist and associated equipment	1660
Sensory Ride	2290
Muck trailer	350

<i>All stated at insurance value</i>	
5 ponies owned at year end (Ralph insured)	1200
4 ponies loaned at year end (Rupert insured)	500
4 carriages plus 3 sets of harness	15047
Tack, jumps and general equipment	15427

**Note 3      Receipts from activities**

	<b>2021</b>	<b>2020</b>
Riders and drivers' subscriptions	550	9964
Sale of group branded clothing	-	487
Donations for use of facilities	2745	2675
	<u>£3295</u>	<u>£13126</u>

**Note 4      Management and administration**

	<b>2021</b>	<b>2020</b>
Property Costs including maintenance and utilities	3884	4616
Administration	63	312
Insurance (public liability/personal accident/ Building/contents)	1361	1626
Training Costs including courses	12	1597
Independent Examiner's fee	550	550
Sundry expenses	260	530
	<u>£6130</u>	<u>£9231</u>